

BG-1

17 AUG 1988

MEMORANDUM FOR: Chief, Support Services Center
Management, Planning and Services Staff, DI

VIA: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

25X1 SUBJECT: Request For Additional Space [REDACTED]

REFERENCE: Memo for D/OL from C/SSC/MPSS/DI, dated 20 Jul 88, Same Subject

Fate:

STAT 1. In response to your recent request for additional space for [REDACTED]
STAT [REDACTED] currently located in Room 1132 Ames Building, we propose that Room 403 Key
25X1 Building be made available for your needs. Representatives from Headquarters
25X1 Consolidation Staff toured the proposed space with [REDACTED] of your staff and
with representatives from the DI Security Staff. Their response was positive. The
space is delineated in the attached floor plan. [REDACTED]

2. I am forwarding a copy of this memorandum to the Real Estate and
Construction Division (RECD), which will be responsible for making the necessary
25X1 alterations to Room 403 Key and for moving the staff into its new space. A
25X1 representative from RECD will be in touch with you in the near future. [REDACTED]
25X1 [REDACTED] Acting Chief/RECD, may be reached on extension [REDACTED] should you
have any questions. [REDACTED]

25X1 3. When the move from Room 1132 Ames to 403 Key is completed, control of Room
1132 reverts to the Office of Logistics for reallocation. [REDACTED]

M. Ray

Attachment:
Reference

25X1
25X1

C O N F I D E N T I A L

C O N F I D E N T I A L

25X1 SUBJECT: Additional Space for Special Projects

25X1 OL/FMD/HC (10 August 1988)
Retyped:O-D/L:mgk (17 Aug 88)

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